



Meeting type	Regular Meeting		
Date of Meeting	12/10/2020	Call to Order	Armela Xhindole at 3:03
Minutes prepared by	Shauna Connelly	Location	Zoom
1. Attendance/Roll Call:			
PRESENT	NAME	POSITION	
✓	Armela Xhindole	President	
✓	Tara Rudolph	Vice President	
✓	Shauna Connelly	Secretary	
✓	Zachary Carlson	Parliamentarian	
✓	Nicholas Turk	Public Relations	
✓	Anita Griffin	Senator	
A	Mustafa Boweden	Senator	
✓	Josh Cole	Co-Advisor (Interim Director of Student Life)	
✓	Jorgo Gushi	Co-Advisor	
A	Deirdre Grubb	Student	
2. Approval of Minutes Date: December 17, 2020			
Motion: Anita Griffin	Second: Nicholas Turk	Approved: Unanimously	
3. Approval of Agenda			
Motion: Anita Griffin	Second: Nicholas Turk	Approved: Unanimously	
4. Agenda and Notes, Decisions, Issues			
Topic			
1. Executive Reports Person to speak: Armela Xhindole		Armela Xhindole attended a meeting where next semester was discussed. Also in attendance at that meeting was the QCC president Dr. Pedraja. President Dr. Pedraja is curious to know if students are attending QCC for it's services or just attending due to the fact that it's affordable. This could be worked into the survey questions.	
2. Advisor Reports Person to speak: Jorgo Gushi and Josh Cole		Both Jorgo Gushi and Josh Cole thanked Viviana Abreu-Hernandez and the other individuals in attendance from the Office of Internal Affairs for attending our meeting to put on a presentation about fundraising.	
3. SGA strategic Plan Group Discussion		<ul style="list-style-type: none"> ● Fundraising presentation: Viviana Abreu-Hernandez opened the presentation by informing us that the office of internal affairs is there for students. That they can help with a variety of things from keeping food in the food pantry to scholarships. Viviana mentioned that the fundraising ideas she was presenting are pre-pandemic and some would need to be modified for the times we're currently in. ● Fundraising ideas: Club night at a restaurant, an example of this would be to partner with a local restaurant. Have a 	

designated area set for the event. You bring the customers the restaurant makes sales and donates a portion of sales to your club.

● **Bake Sale:** Do this during an event that is taking place on campus. Take advantage of a crowded campus. Set up a table of baked goods such as cookies, cupcakes, brownies, etc. They can be homemade or store bought. Sell them to individuals who pass by your table during the event.

● **Raffles:** For this you can utilize friends and family. Example: You have a friend who owns a salon. You can approach your friend to see if their salon could donate something to raffle off, such as a blow dry.

You could also offer your own services. Example: Your club could raffle off a ticket to have the club over to clean up leaves. Or say someone in your club is really good at something like playing guitar. You can raffle off a few free lessons.

June Geary also brought up how an art club could auction off a painting or other form of art. She said that themed parties are another option. You could hold a winter ball or halloween party where you can add in a best costume contest. Charge a fee to attend or to enter a contest. Or hold other events such as trivial pursuit, scrabble, 80's trivia, etc. And charge a small entry fee.

Viviana Abreu-Hernandez mentioned that you could have competitions where one club competes against another. She said faculty vs students events often sell a lot of tickets.

Scavenger Hunts - Offer prizes donated by local businesses that you can advertise on flyers promoting the event. Charge a small fee to enter.

Merchandise - You would need to invest money to produce the merchandise. But you can make up cups/mugs, T-shirts, etc, to sell.

Direct Appeals - Ask for donations from previous club members. Offer donors some form of recognition.

June Geary informed us that before any events we need to get in touch with the office of student life and the business office. And to always run any event ideas by Josh Cole before we even start drawing up plans for the events.

Viviana Abrue-Hernandez said that it's very important to have a strong pitch and for all members to have the pitch memorized as you never know when you will come across a business owner.

	<p>Advertise, Advertise, Advertise. Always advertise your events. Get to know local businesses and develop relationships with them. Advertising is expensive so let them know you will advertise them and you will bring in business.</p> <p>Bring in faculty to make it fun. If faculty will be there, mention it, it usually brings people to the events. Work with other clubs. Example: All clubs hold a yard sale on one of the school parking lots.</p> <p>Keep records of all of your donors. They are more likely to donate again. And always assess events in terms of profits. Is the time put into the event worth the profit?</p> <p>Nick Turk asked what would be a typical percentage to ask a restaurant? Viviana answered, 10 - 15%. But always start higher and work your way down to an agreement.</p>	
<p>4. Open Forum</p>	<p>We discussed some of what was just presented to us about fundraising. We talked a bit about T-shirts, prizes and funds available.</p>	
<p>5. Meeting Adjourn</p>		
<p>Motion: Anita Griffin</p>	<p>Second: Zachary Carlson</p>	<p>Meeting adjourned 4:02</p>
<p>6. Upcoming</p>		
<p>1. Next Student Senate meeting on December 17, 2020.</p>		

Respectfully submitted,
Shauna Connelly